



WOO GRANT LETTER OF COMMITMENT 2026-2027

Your Window of Opportunity (WOO) Grant application is not considered complete until a signed copy of this Letter of Commitment is submitted. Please include this form along with your application, project scope, project budget, and project timeline by **no later than Friday, December 18, 2026.**

By accepting a 2026-27 Window of Opportunity (WOO) Grant, our school/organization agrees to:

- Welcome KNCB for a campus visit at the beginning of the project, as scheduled.
- Work with KNCB to document the project through photographs taken before project implementation, during project execution, and upon project completion.*
- Provide financial accountability for all grant funds expended by submitting either copies of receipts for all purchases or an itemized expense report upon project completion.
- Return any unspent grant funds to KNCB no later than September 30, 2027.

**KNCB typically takes photos during school site visits at the beginning of each project and may request additional photos as the project progresses. Schools and organizations are responsible for ensuring that any students photographed during a KNCB site visit, or included in photos subsequently submitted to KNCB, have the appropriate photo/media release and parent/guardian authorization on file.*

As a grant recipient, your school may receive one or more site visits from representatives of Keep North Carolina Beautiful, including staff, board members, corporate sponsors, or community partners. These visits typically occur at the beginning of the project and may include grant check presentations, project documentation, and project photography. If selected for funding, would your school be willing to officially launch the project during the initial KNCB site visit and grant presentation?

Yes

☐

No

☐

By signing below, the Principal and Lead Teacher acknowledge that they have reviewed and agree to all grant requirements outlined in this Letter of Commitment.

School/Organization Name: _____

Date: _____

Principal: _____

Signature: _____

Lead Teacher: _____

Signature: _____

This agreement provides legal release for use of the school, principal, and teacher name(s) and pictures on our website and/or social media content. While no individual student will be identified by name, approved photographs, supplied by the school and/or arranged through the school with KNCB, may be used for similar purposes.

Grant recipients will be notified by Friday, January 29, 2027. Grant checks will be distributed by the end of February 2027. Site visits and check presentations will occur throughout March and April 2027. This agreement requires both signatures of lead Teacher and Principal.

This agreement must be returned by Friday, December 18th deadline to complete the application process. Failure to comply with the commitments outlined in this agreement may result in the forfeiture or repayment of grant funds.

Please Email applications to: Kyle@keepncbeautiful.org



With the subject line of: 2027 WOO Grant Application